



Approved (10/24/19)

**SerVermont Commission Meeting
23 May 2019**

12:00 p.m. - 4:00 p.m.

Waterbury State Office Complex, Oak Conference Room

Members in Attendance: Guy Isabelle, Bob McCabe, Megan McKeever, Nicole Whalen, Eileen Smart, Lee White, Doug Kievit-Kylar

Members in Attendance Via Phone: Christy Gallese, Jason Gosselin, Kate LaRose

Staff in Attendance: Philip Kolling, Sharon Hearne, Robyn Baylor, Rachel Goldstein (VISTA Leader)

Agenda

- Welcome
- Approve Minutes - March 2019
- Public Comment
- New Data
- Partners & Plans
- BREAK
- Formula Fund Utilization Planning & Discussion
- Upcoming events
- Adjourn

12:00 pm Welcome, Introductions

Phil welcomed everyone and lead round-table introductions (who are you and what constituency do you represent?).

12:20 pm Approval of Minutes

Phil opened discussion and sought approval of Meeting Minutes for March 2019. Guy made a motion to approve the minutes as presented. Lee seconded the motion and the **minutes were given unanimous approval.**

12:30 pm Public Comment Period

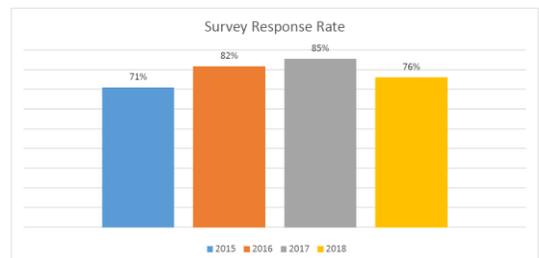
None noted.

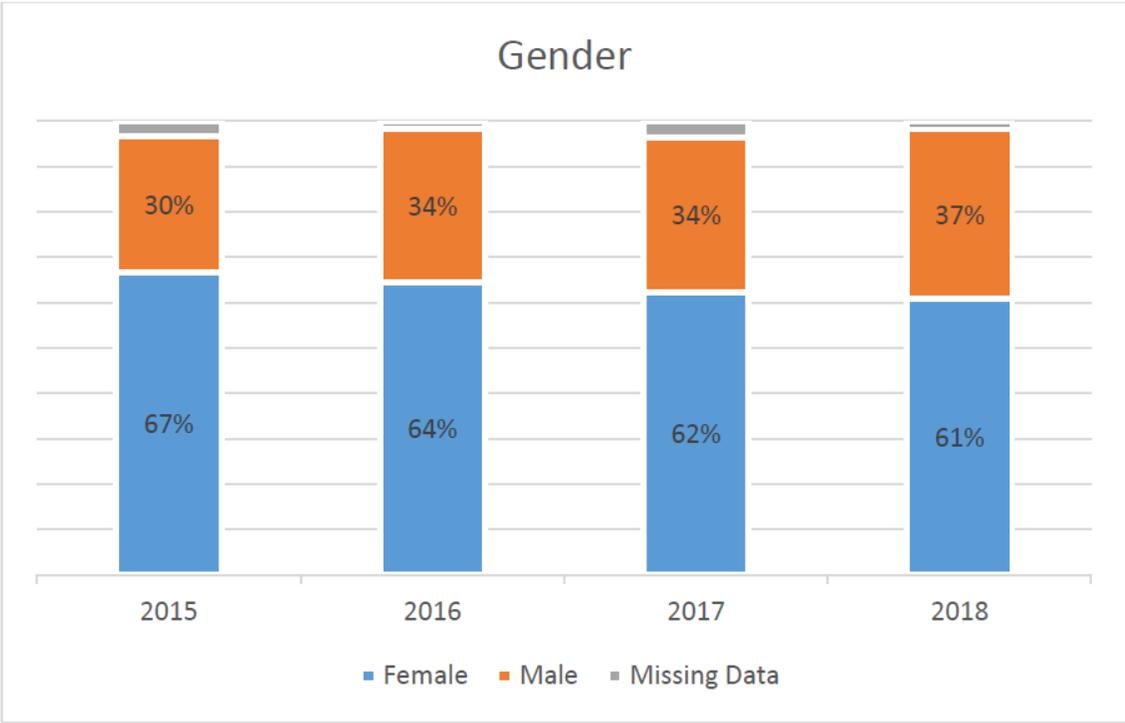


12:45 pm New Data

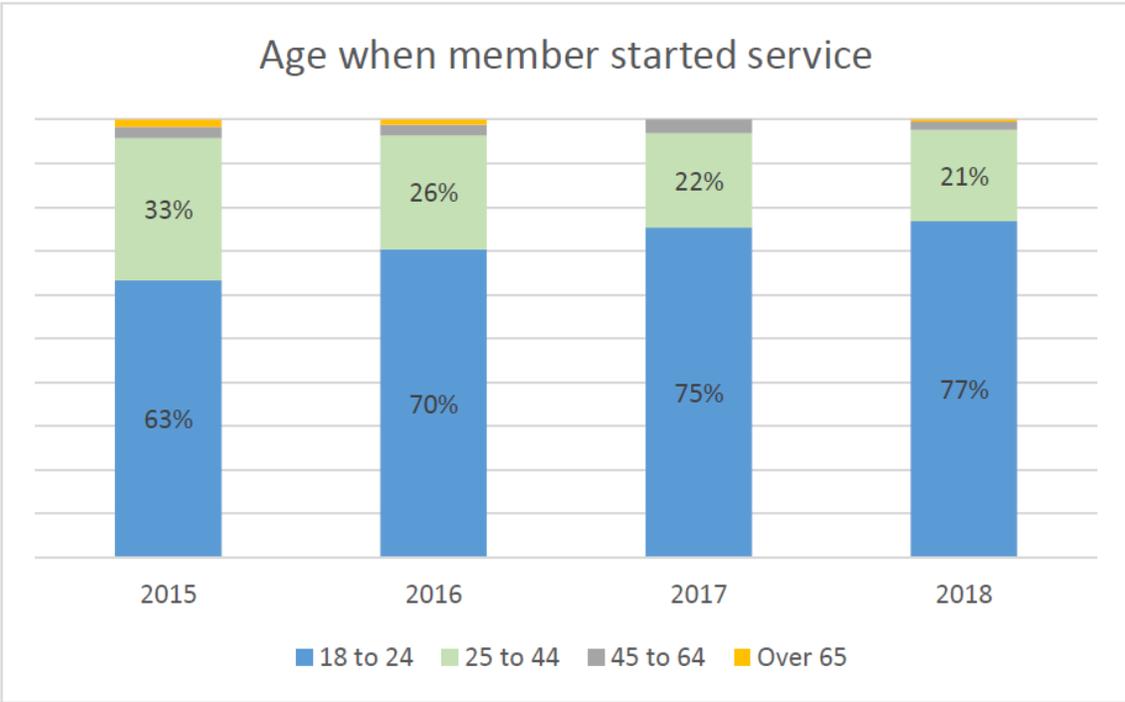
Phil shared with the group results of a CNCS - Member Exit Survey Report (2015-2018). This survey was given focus at the annual conference:

The following charts/tables should be self-explanatory...

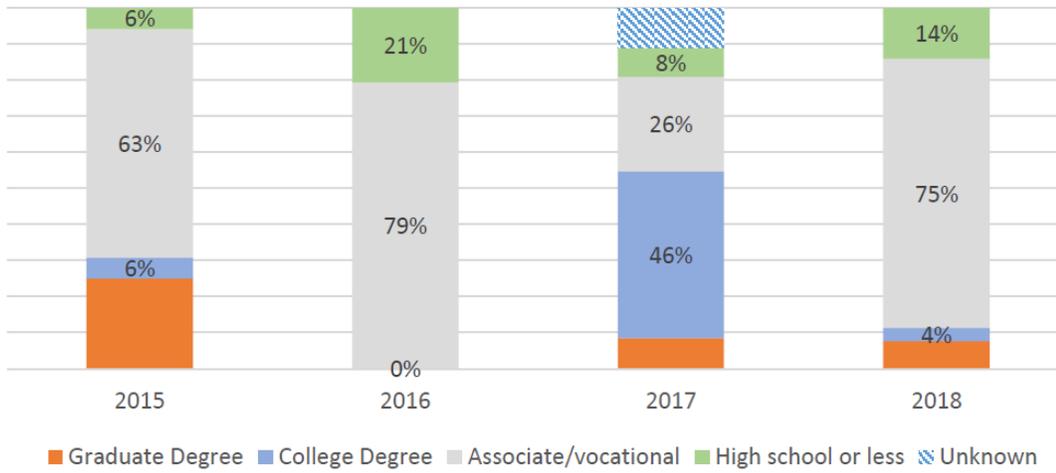




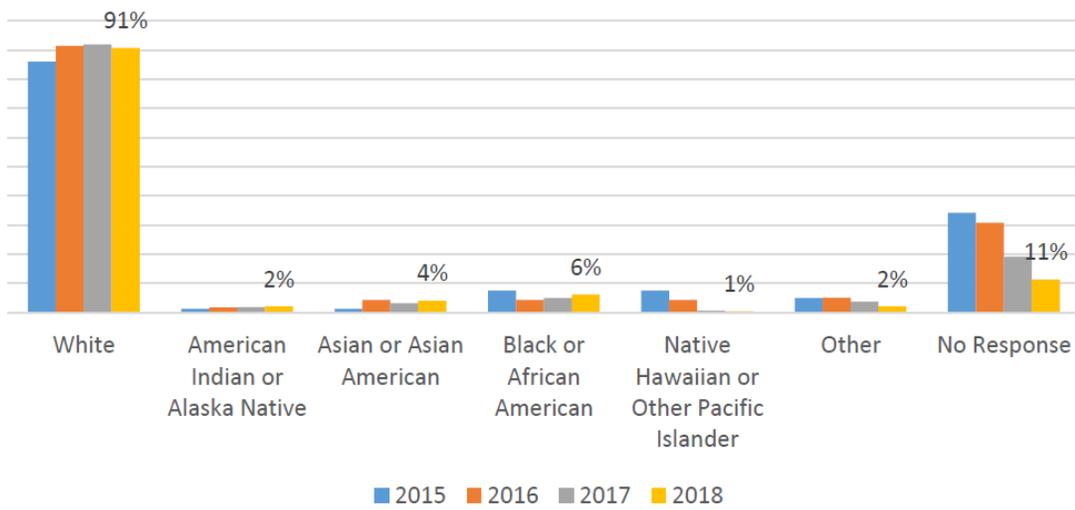
3:1 similar to National average



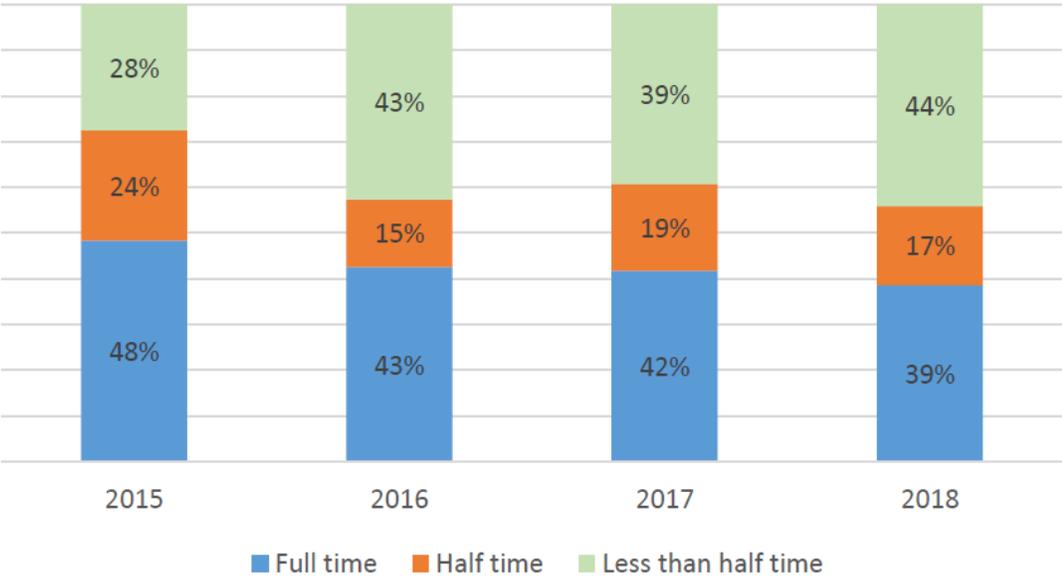
Education Level



Race

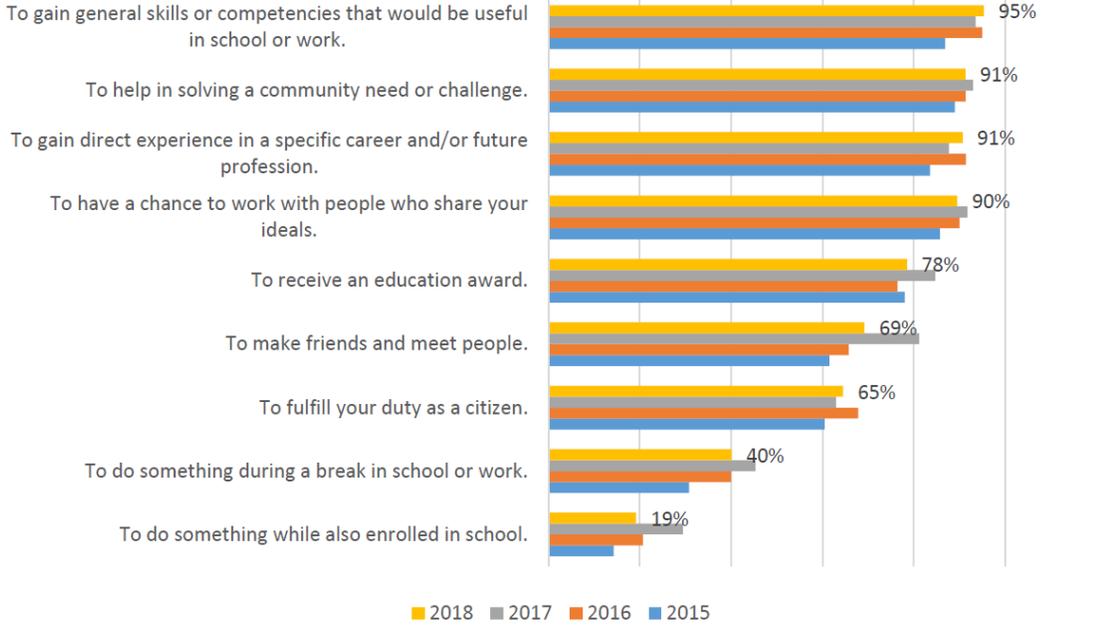


Terms Served

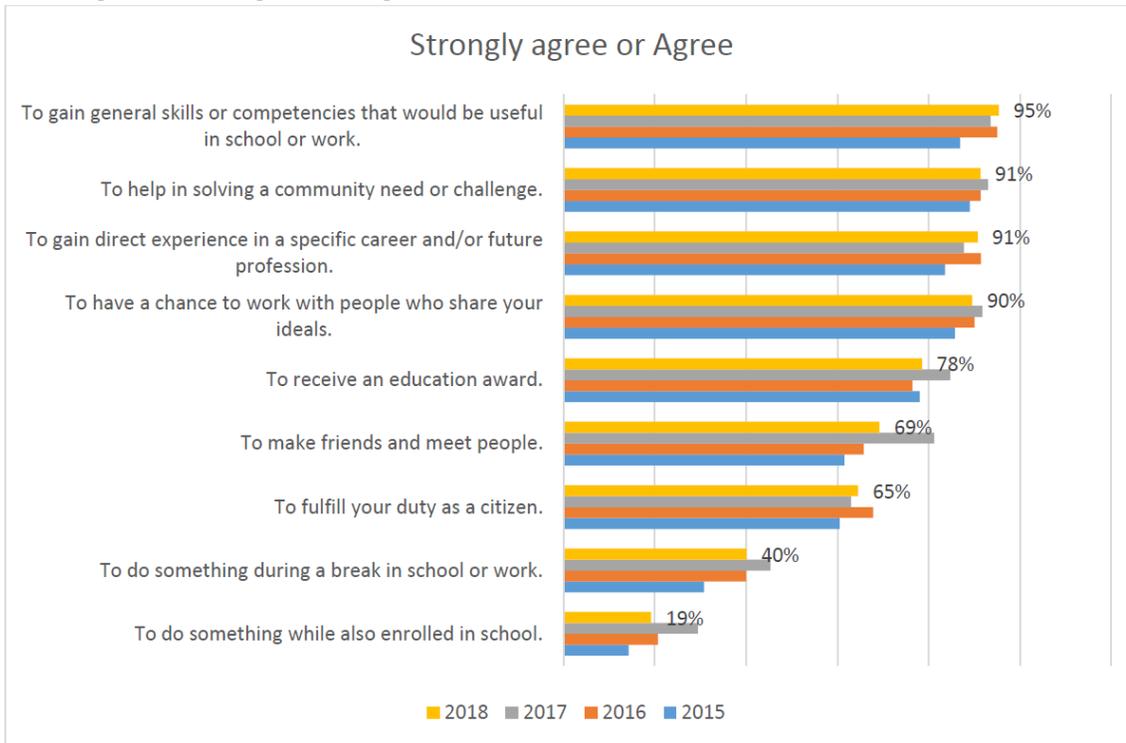


Why Did They Join?

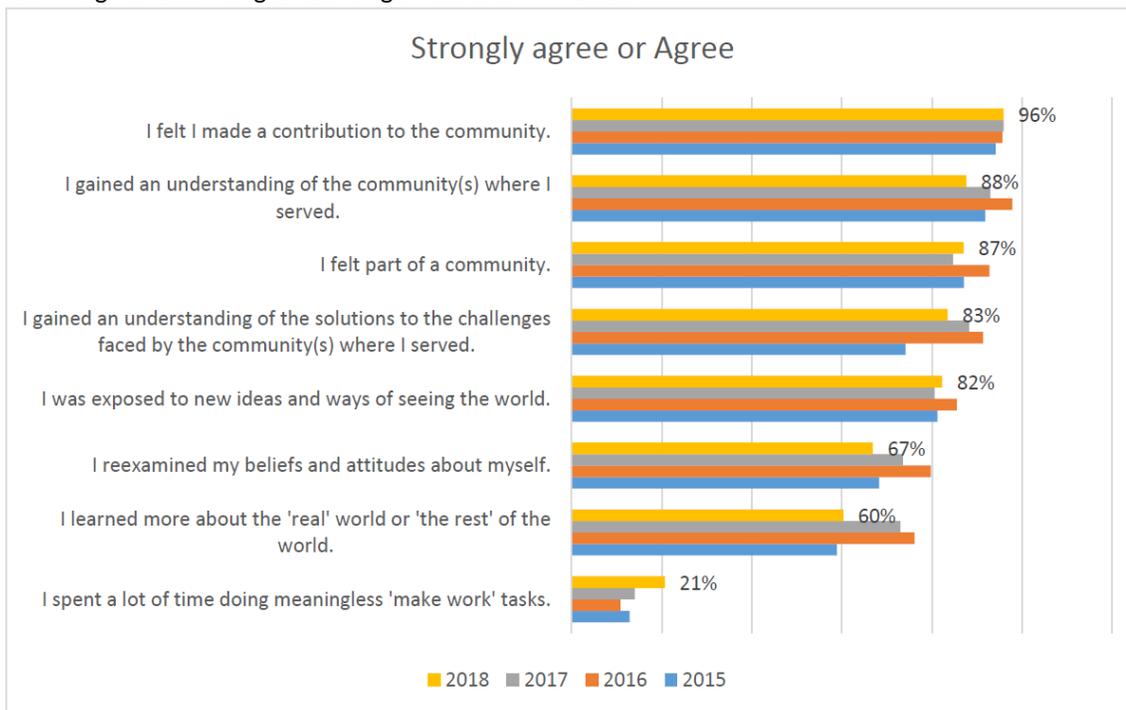
Strongly agree or Agree

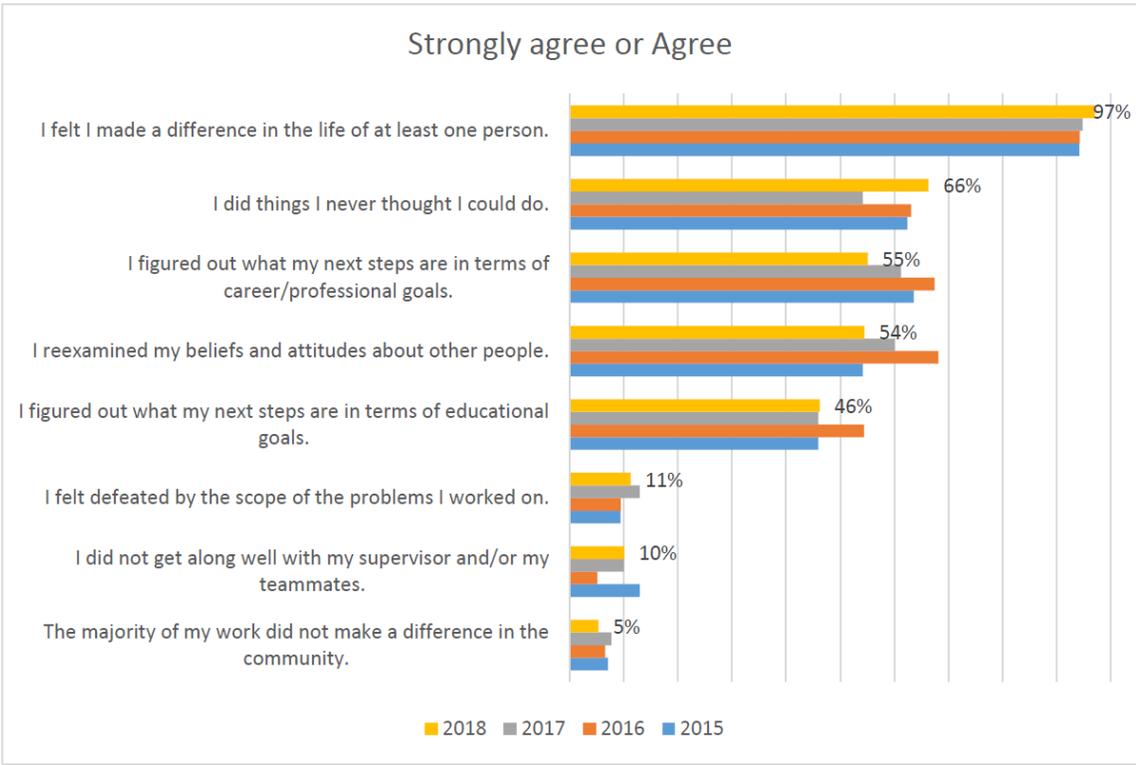


Reflecting on service...agree or disagree with the statement



Reflecting on service...agree or disagree with the statement

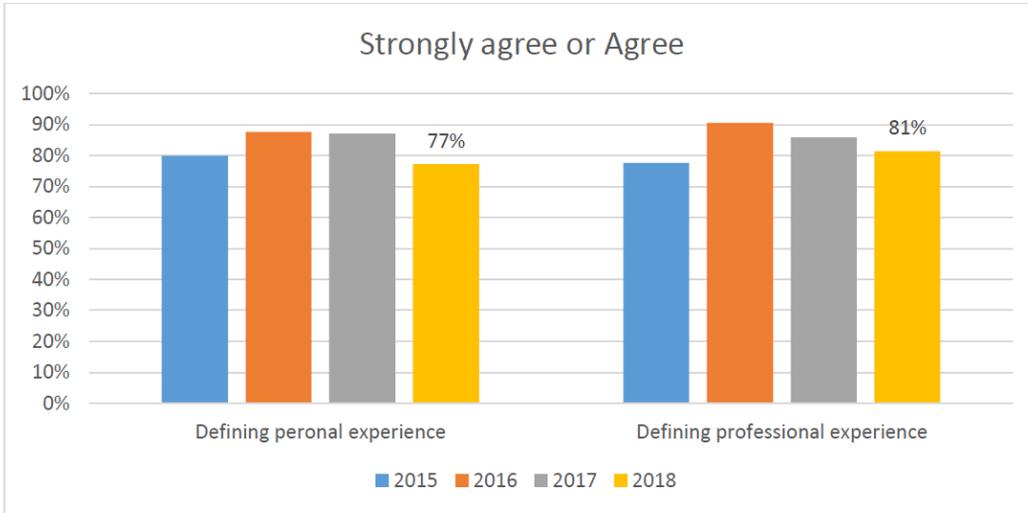




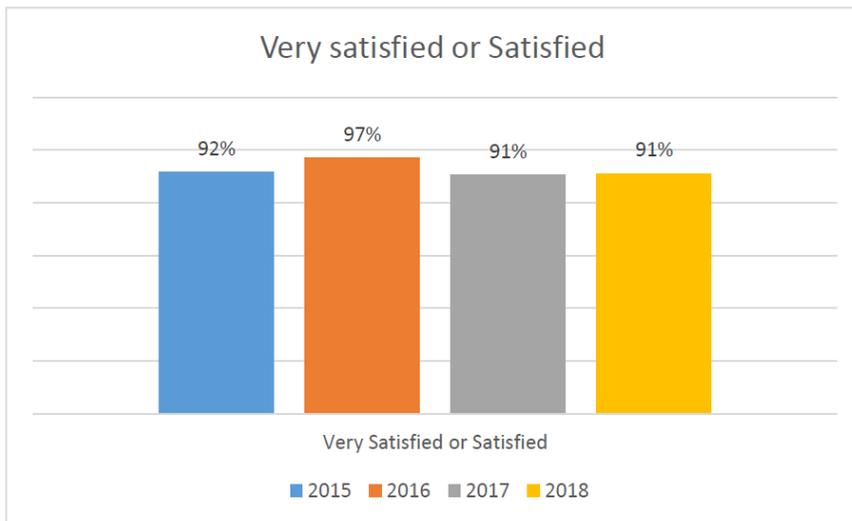
Over 80% of members consistently said they thought their AmeriCorps experience was a worthwhile experience in terms of advancing their educational, professional, and personal goals and endeavors.¹⁰



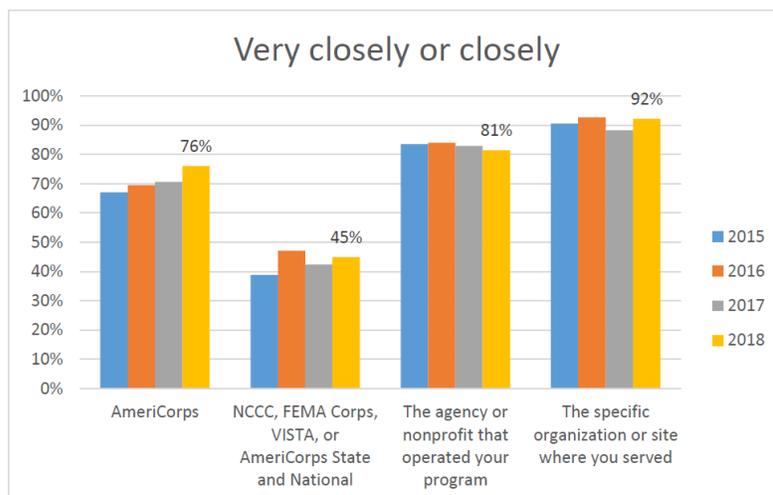
Over 75% of members consistently thought their AmeriCorps experience was a defining personal and/or professional experience.¹¹



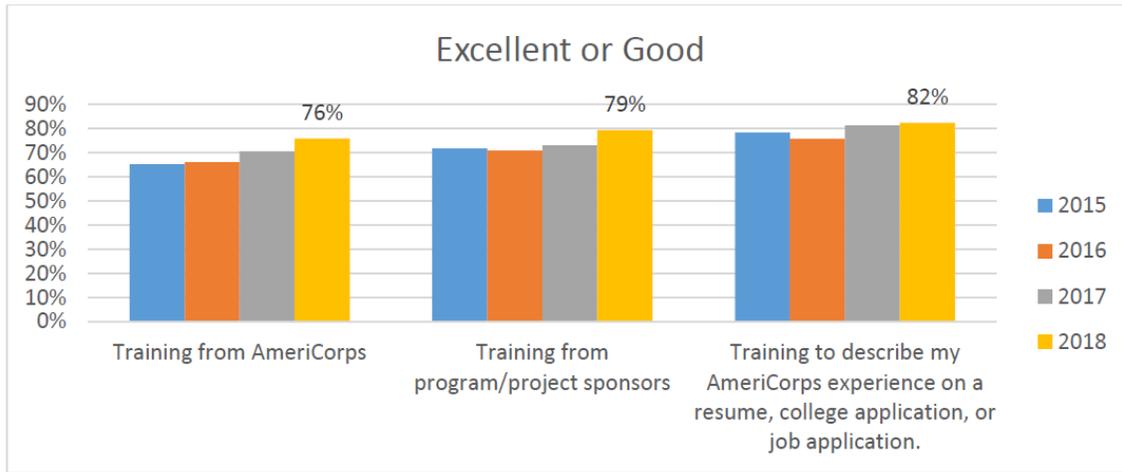
Taking everything into consideration, 91% members consistently reported that they were very satisfied or satisfied with their overall AmeriCorps experience.¹²



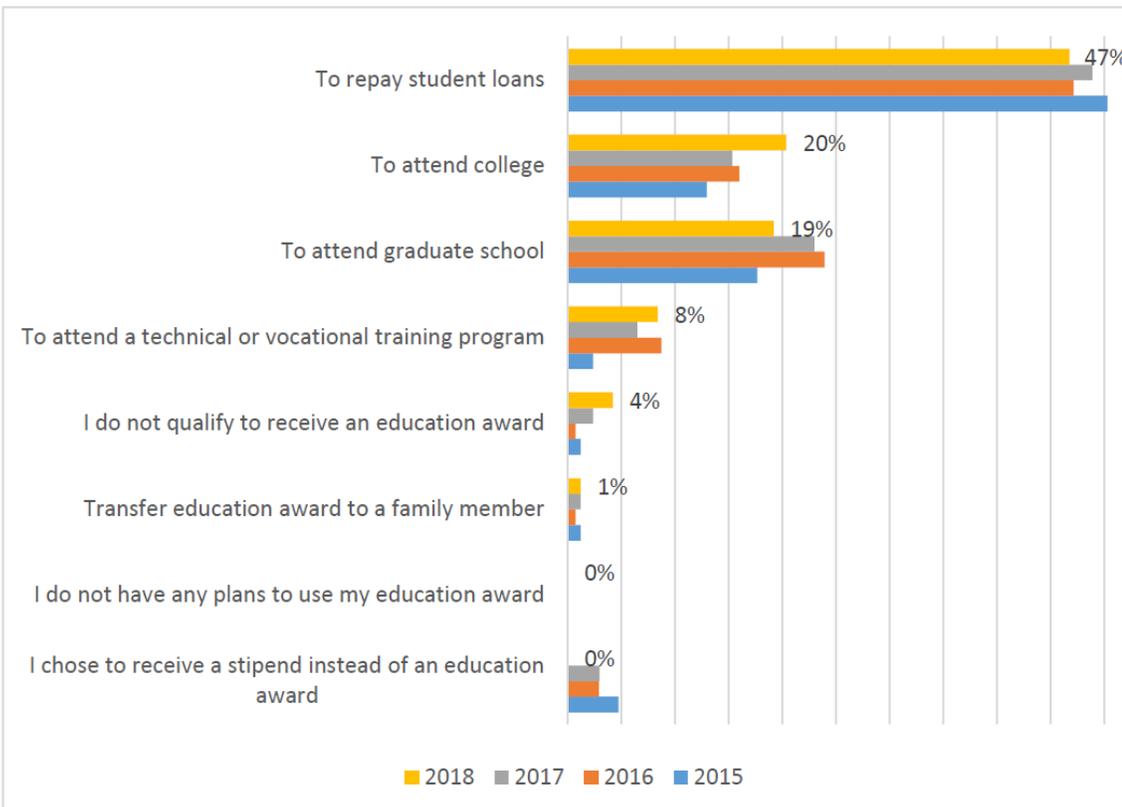
Feel affiliation with...



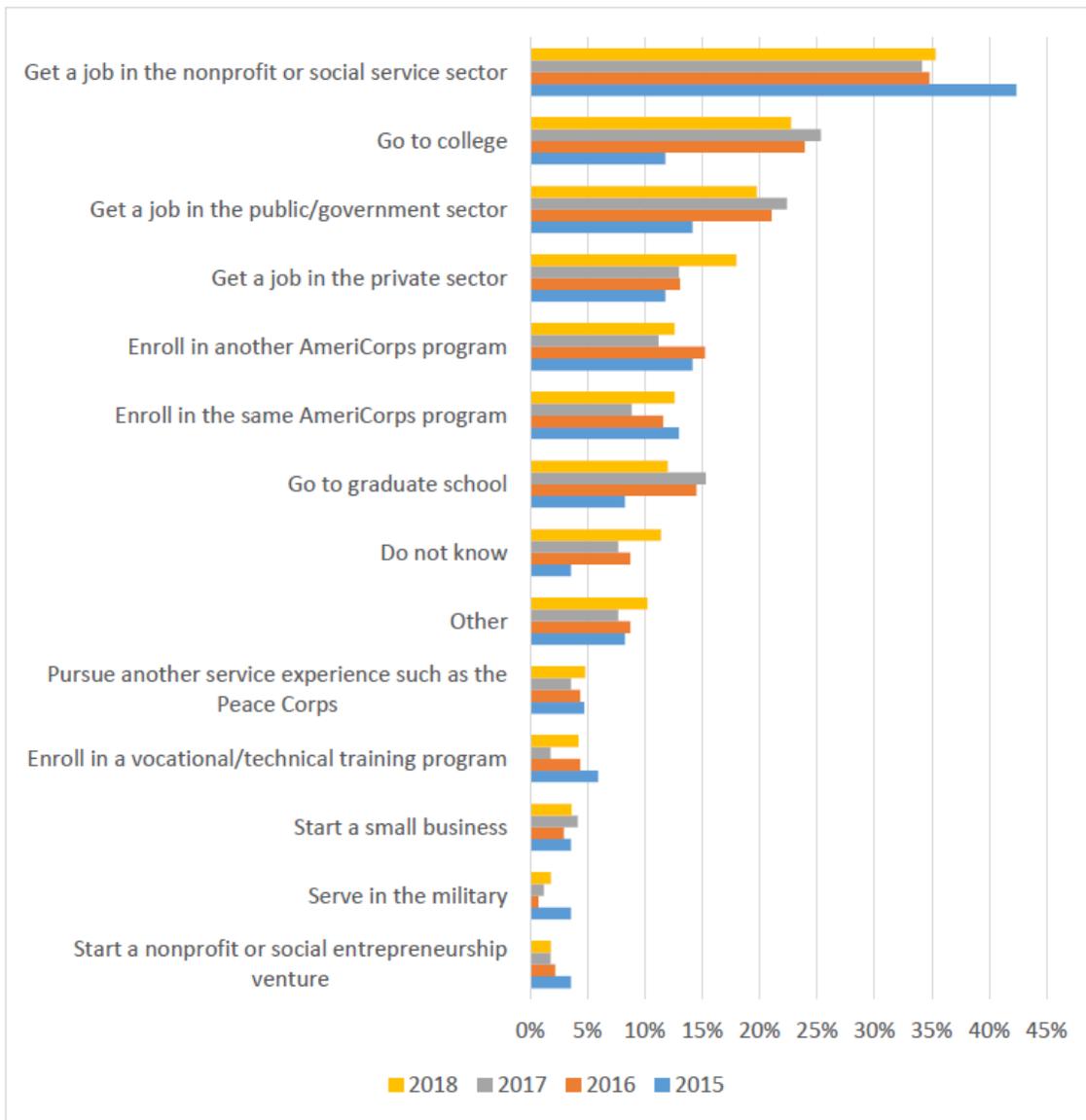
Training received...



Plans for Ed Award



Plans for after service...



Phil next reviewed enrollment pointing out that we were a bit behind where we were last year at this time:

2018-19 Enrollment

	2018				Slot			
	MSY Awd.	MSY Enr.	MSY Unf.	% MSY enr	Slot Awd.	Slots Fill	Slots Unf	Enrollment %
VHCB	30.09	28.5	1.59	95%	37	31	6	84%
LEAP	17.79	12.03	5.76	68%	36	16	20	44%
VYDC	28.44	21.25	7.19	75%	45	26	19	58%
CEDO	15.06	5.29	9.77	35%	24	9	15	38%
ECO	24	24	0	100%	25	25	0	100%
ReSOURCE	14.65	12.33	2.32	84%	32	21	11	66%
VYCC	17.26	6.29	10.97	36%	43	9	34	21%
TOTAL	147.29	109.69			242	137		
		74.47%				56.61%		

May 2019

	2018				Slot			
	MSY Awd.	MSY Enr.	MSY Unf.	% MSY enr	Slot Awd.	Slots Fill	Slots Unf	Enrollment
VHCB	30.09	28.5	1.59	95%	37	31	6	84%
LEAP	17.79	12.03	5.76	68%	36	16	20	44%
VYDC	28.44	21.25	7.19	75%	45	26	19	58%
CEDO	15.06	5.29	9.77	35%	24	9	15	38%
ECO	24	24	0	100%	25	25	0	100%
ReSOURCE	14.65	12.33	2.32	84%	32	21	11	66%
VYCC	17.26	6.29	10.97	36%	43	9	34	21%
TOTAL	147.29	109.69			242	137		
		74.47%				56.61%		

March 2019

	2018				Slot			
	MSY Awd.	MSY Enr.	MSY Unf.	% MSY enr	Slot Awd.	Slots Fill	Slots Unf	Enrollment
VHCB	30.29	27.5	2.79	91%	36	29	7	81%
LEAP	17.79	12.03	5.76	68%	36	16	20	44%
VYDC	28.44	19.1	9.34	67%	45	21	24	47%
CEDO	15.06	5.29	9.77	35%	24	9	15	38%
ECO	24	23.5	0.5	98%	25	24	1	96%
ReSOURCE	14.65	11.69	2.96	80%	32	18	14	56%
VYCC	17.37	1	16.37	6%	40	1	39	3%
TOTAL	147.6	100.11			238	118		
		67.83%				49.58%		

Year to Year Comparison

May 2019

	2018				Slot			
	MSY Awd.	MSY Enr.	MSY Unf.	% MSY enr	Slot Awd.	Slots Fill	Slots Unf	Enrollment
VHCB	30.09	28.5	1.59	95%	37	31	6	84%
LEAP	17.79	12.03	5.76	68%	36	16	20	44%
VYDC	28.44	21.25	7.19	75%	45	26	19	58%
CEDO	15.06	5.29	9.77	35%	24	9	15	38%
ECO	24	24	0	100%	25	25	0	100%
ReSOURCE	14.65	12.33	2.32	84%	32	21	11	66%
VYCC	17.26	6.29	10.97	36%	43	9	34	21%
TOTAL	147.29	109.69			242	137		
		74.47%				56.61%		

May 2018

	Slot Awd.	Slots Fill	% Slots	MSY Award	MSY Enrolled	% MSY
VHCB	39	34	87%	30.01	28.5	95%
LEAP	42	13	31%	18.39	10.53	57%
VYDC	44	24	55%	28.54	21.26	74%
CEDO	21	13	62%	15	7.5	50%
ECO	24	24	100%	24	24	100%
ReSource	32	20	63%	13.52	10.59	78%
VYCC	40	4	10%	17.37	3.5	20%

1:00 pm Partners and Plans: Activities and Updates

Phil began the the discussion of Partners & Plans (Activities & Updates) by noting the following:

There are unexpended funds attributable to the following two programs (These monies are USE them or Lose them):

- CEDO - \$102,586 (formula funds) because the program is NOT fully enrolled
- VHCB - \$40,323 now a fixed-cost grant (paid /hour of service)

Formula Grant – Can reallocate – and will. Still LOTS of money – last year of formula prime – any unexpended goes back to DC. Working with ReSource on some, LSC on some, and CEDO can lower match and increase federal funds. Competitive Fixed Grant – VHCB is sending back some money – they only get it if they enroll...and members serve and complete service – Enough people have left already it is +/- \$40,000. Prior to fixed grant estimated \$8-15 K would be in the ballpark.

ReSource could utilize some slots from CEDO
Lyndon State could utilize additional \$s
Should we invest in any Project Development grants?

Phil brought up as pertinent to what must be decided the issue of Member Service Year Utilization Waivers

Member Service Year Utilization Waivers:

- Vermont Youth Development Corps
- Burlington Community and Economic Development Office

Competitive funding – if they don't use it, goes back to CNCS – VYDC
- VYDC's "other program" is our VISTA project
- Model does not give much wiggle room if a site backs out, etc.

Formula Grant – Can reallocate – and will. Last year of formula prime – any unexpended goes back to DC.
Competitive Fixed Grant – VHCB is sending back some money – they only get it if they enroll...and members serve and complete service. – Enough people have left already it is +/- \$40,000. Prior to fixed grant estimated \$8-15 K would be the ballpark.
CEDO is sending back \$102,000 regardless of wavier. Some will go to other formula programs
- ReSource is near max cost / MSY
- LSC may want a couple more slots.

For CEDO it has become clear that full time slots have proven problematic (and full time slots have increasingly been converted to part time slots).

Approvals are thus needed for waivers for programs accepting new slots -- but then not meeting requirements set forth in our policy regarding Member Service Year Utilization:

- CEDO and VYDC wavier requests
- Formula reallocation of unexpended funds among 3 current programs.

Nicole made a motion to approve the possibility of accepting and considering waivers for programs not meeting requirements set forth in our policy regarding Member Service Year Utilization. The motion was seconded by Guy. Upon vote, the motion received unanimous approval.

Additionally, Guy made a motion to reallocate unexpended CEDO funds among the three current programs. Christy seconded the motion and, upon vote, the motion was passed unanimously.

CNCS provided AmeriCorps Notification with Lyndon State College's Lyndon Economic Opportunity AmeriCorps Program (LEAP) being the only program not funded:

Application ID	Application Type	Legal Applicant	Program Name	Program Location State	Requested Funding	Requested MSY	Requested Slots	Funding Approved Up To	MSY Approved up To	Slots Approved Up To	Funding Status
19AC209983	C	Vermont Department of Environmental Conservation	ECO Vermont	VT	\$349,835	24	24	\$335,822	24	24	Funded
19ES209419	C	Vermont Housing and Conservation Board	Vermont Housing and Conservation Board	VT	\$396,466	30.29	34	\$393,588	30.29	34	Funded
19AC210255	C	Vermont Youth Conservation Corps	Community Impact: Conservation and Agriculture AmeriCorps	VT	\$214,175	17.37	40	\$214,175	17.37	40	Funded
19AC210428	C	Washington County Youth Service Bureau / Boys and Girls Club	Vermont Youth Development Corps	VT	\$363,193	28.63	44	\$357,637	28.63	44	Funded
19AC209718	N	Lyndon State College	Lyndon Economic opportunity AmeriCorps Program (LEAP)	VT	\$286,080	19.18	40	\$0	0	0	Not Funded
19AC210073	N	Resource	ReSOURCE	VT	\$221,107	14.66	32	\$221,107	14.66	32	Funded

All previously funded (continuations) were level funded. No increases were funded. ReSource is a NEW Competitive.

\$221,107 in NEW competitive funding – all for ReSource.

Phil made the recommendation that we accept it all

Program performance in competitive:

- VYCC of concern, they are addressing concerns, couple of meetings have gone well.

174 Competitively funded positions

Guy made a motion to accept the competitive awards from CNCS. Nicole seconded the motion and, upon vote, the motion was passed unanimously.

Funding Overview: Phil noted the new competitive grant request and the two formula fund grant requests...as well as the excess funds available for investment...

		Requests 2019-20 (As of CNCS notification to SerVermont)			CNCS	
		\$ CNCS	MSY	Slots	Cost / MSY	
Comp. Continuation	VYDC	\$ 357,637	28.63	44	\$ 12,492	
	VYCC	\$ 214,175	17.26	43	\$ 12,409	
	VHCB (Fixed Amount)	\$ 393,588	30.29	34	\$ 12,994	
	ECO	\$ 335,822	24	25	\$ 13,993	
Comp. New	ReSource (New Competitive)	\$ 221,107	14.66	32	\$ 15,082	
Formula (not awarded yet)	LEAP (New Formula)	\$ 286,080	19.18	40	\$ 14,916	
	CEDO (New Previously Funded)	\$ 161,824	11.06	18	\$ 14,631	
	TOTAL	\$ 1,970,233	145.08	236	\$ 13,580	
	Funds Available				\$ 20,000.00	Max Form Prog. Cost MSY
	CONTINUATION funds	\$ 1,301,222	est.		\$ 18,000.00	Max Formula Prime Cost MSY
	Competitive Funds TOTAL	\$ 1,522,329	est.		\$ 15,192.00	Max Amount Cost MSY Comp.
	Other Requests	\$ 447,904			\$ 15,192.00	Max Total Cost MSY All Subgrants
	FORM Grant	\$ 704,306				
	ABOVE Available	\$ 256,402				
	TOTAL Funding	\$ 2,226,635				

Thresholds:

\$ 20,000.00	Max Form Prog. Cost MSY
\$ 18,000.00	Max Formula Prime Cost MSY
\$ 15,192.00	Max Amount Cost MSY Comp.
\$ 15,192.00	Max Total Cost MSY All Subgrants

Formula Funding:

- \$704,306 in formula funding available
- \$447,904 under review
 - LEAP \$286,080 for 19.18 MSY and 40 slots

- CEDO \$161,824 for 11.06 MSY and 18 slots
- \$256,402 additionally available above requests

Phil noted that 15 MSY and/or 20 members is a sustainable size:

- Maine has “experiential planning” grants of 2-5 MSY
- CEDO can’t have a planning grant.

Phil pointed out several Formula Funding Considerations:

- 44.827 Form MSY minimum needed to award all funds and stay under cost / MSY threshold
 - LSC + CEDO = 30.24 MSY
 - Need 14.587 additional MSY
- Could award \$96,416 in planning grants and stay under cost / MSY threshold
 - Leave \$159,986 on table
- Need at least 5 additional MSY in formula to keep under overall cost / MSY threshold

Phil also pointed out several Formula Funding Decisions that need to be made:

- Funding of proposals currently under consideration
- Timeline and strategy for awarding whatever funds are not awarded today.
 - Process for doing so
- Where to put additional funds

Formula Applications for Approval:

- CEDO - \$161,824 for 11.06 MSY and 18 Slots
- LEAP - \$286,080 for 19.18 MSY and 40 Slots

Phil recommended funding LEAP – The program has had a strong couple of years, clean audit, strong leadership – plans for the future:

- Recommend building in some wiggle room for them to potentially grow...and...that they hold the extra funding.

Phil also recommended funding CEDO – The program is struggling, but they have the financial resources. Would not invest in a program of this size for long – neither 15 MSY or 20 members – needs to find a purpose – we need the MSY in our grant – we have the funds – can say whatever we want when we make the award – if something comes up, or performance is low, can take back resources.

Christy suggested that CEDO be asked to create and submit a recruitment plan and/or to invite the CEDO ED to attend a future commissioner's meeting.

Guy made a motion and Nicole seconded the motion to accept the funding requests from LEAP and CEDO. (CEDO's funding will come with additional performance benchmarks and deadlines included). Upon voting, approval of the motion was unanimous.

Phil explained the RFP Process and Timeline for Planning and Operational Grants:

- Planning and Operation LOIs due 5/24
- Full applications due to us 6/14 for review and clarification.
- Returned for clarification (if any) 6/24
- Returned to us 6/25
- Submitted to CNCS by 6/27

* Or, “park” funds and MSY and expand timeline.

The following programs have expressed interest in receiving Planning or Operational Grants:

- Green Mountain Club – Planning
- Tutorial Center – Planning or Ops
- DREAM – Planning
- LEAP - Expansion

“Experiential Planning” Grants:

- Need the 15 MSY to award all funds
- Have some potential for joint processes

- Build in flexibility

Unrequested Funding:

- Can be “parked” in a formula grant with MSY
- Can be re-allocated to another or a new formula grantee later this year
- Can be rolled over into next year (year 2 of 3)

Approvals Needed:

- Waive MSY Utilization policy for LEAP if they are expanding / holding money
- Process moving forward
- When we are going to make decisions
- Approve staff to make adjustments to ensure all funds are awarded under the rules (cost/MSY thresholds, timelines)

Guy made a motion and Bob seconded the motion to explore options with organizations submitting Letters Of Intent for Planning Grants and "parking" funds from CEDO with LEAP (while waiving the MSY Utilization Requirement for them). Upon voting, approval of the motion was unanimous.

Phil offered a Transformation and Sustainability Plan Update:

- No major changes announced recently
- CNCS is hiring regional staff
- ASC is working to develop proposals and suggestions for various aspects of the plan

Who commissions report to is yet unclear.

Phil offered a Legislative Update:

- Ed Award Match
- Transportation Bill

Both were turned into Study Committees.

Phil noted that slow progress was still being made to confirm with the Governor's Office the fate of the Governor's Awards Program and the benchmarks were being developed for the State Service Plan.

Robyn offered a brief VISTA update saying that she was recruiting for 31 host sites

Upcoming Events:

- June 2-7 – Atlantic Regional Conference
- June – Special Commission Meeting?
- June – Formula Submission
- October 24 – Commission Meeting

2019 Meeting Schedule:

- March 7, Noon – 4 PM
- May 23, Noon – 4 PM
- October 24, Noon – 4 PM
- December? At conference

3:00 PM

Adjourn

Respectfully Submitted,



Doug Kievit-Kylar
Secretary